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**SUBJ: PILOT EXAMINER STANDARDIZATION SEMINAR SCHEDULE FOR 1995, 1996, AND 1997**

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- 1. PURPOSE.** This order publishes the schedule of standardization training seminars for the recurrent and initial Pilot Examiner Standardization Seminars for 1995, 1996, and 1997.
- 2. DISTRIBUTION.** This order is distributed to the branch level in the Flight Standards Service; the branch level in the regional Flight Standards Divisions; all International Field Offices (IFO's); and all Flight Standards District Offices (FSDO's).
- 3. CANCELLATION.** Order 8710.6E, Pilot and Written Test Examiner Standardization Seminar Schedule for 1994 and 1995, dated 2/24/94, is canceled.
- 4. SEMINAR SCHEDULING.**
  - a. The current version of FAA Order 8710.3**Pilot Examiner's Handbook, for attendance.
  - b. Effective January 1, 1994,**the Recurrent Pilot Examiner Standardization Seminar became 1 day in duration.
  - c. See appendix 1 for seminar schedules.**
  - d. FSDO's and IFO's within the geographical location of a scheduled seminar**ite will be contacted 120 days in advance of a scheduled seminar by a Flight Standards Service representative to initiate the planning and coordination.
  - e. Each FAA district office will be requested**d to determine the number of persons who should attend the standardization seminars so that suitable space and facilities can be arranged.
- 5. PROCEDURES.**
  - a. Examiner attendance at a Pilot Examiner Standardization Seminar is arranged**by the examiner's designating Federal Aviation Administration (FAA) district office.
  - b. Aviation Safety Inspectors (Operations)**who administer pilot practical tests or who supervise Pilot Examiners SHALL attend standardization seminars on the same basis as their designated examiners.
- 6. INITIAL SEMINAR.**
  - a. Seminar Description.** Emphasis on practical tests, practical test standards, certification file disposition and evaluation, will be covered in the 4thour (5-day) lecture and workshop seminar. Seminar hours are from 8 a.m. to 5 p.m.

**b. Examiner Scheduling.**

(1) Recurrent seminars are usually conducted at cities in which FAA district offices are located. Because of low examiner population in individual districts, some seminars serve more than one district. Any district office may schedule an examiner to attend any recurrent seminar by coordinating directly with the host office or with the Pilot Examiner Standardization Section (AFS634).

(2) A registration fee of \$60 must be paid prior to attending the seminar. Arrangements for registration and paying this fee may be made by mail or telephone. (See paragraph 7(b)(2) for the address and telephone number.)

(3) Prospective examiners must meet the requirements of the most current version of FAA Order 8710.3, Pilot Examiner's Handbook, including the completion of the predesignation test.

**7. RECURRENT SEMINAR.**

**a. Seminar Description.** Recurrent training will provide continued emphasis on the practical test standards and evaluation and a review of the current policy and regulations as they apply to airman certification procedures. A schedule of recurrent Pilot Examiner Standardization Seminars is shown in appendix. The seminar will consist of one 8-hour session. The seminar hours are: 9a.m. to 6 p.m.

**b. Examiner Scheduling.**

(1) Recurrent seminars are usually conducted at cities in which FAA district offices are located. Because of low examiner population in individual districts, some seminars serve more than one district. Any district office may schedule an examiner to attend any recurrent seminar by coordinating directly with the host office or with the Pilot Examiner Standardization Section (AFS634).

(2) A registration fee of \$60 must be paid prior to attending the seminar. Arrangements for registration and paying this fee may be made by mail or telephone. The address is:

**Transportation Safety Institute (DTI-200)  
P.O. Box 25082  
Oklahoma City, OK 73125-0082**

**The telephone number is 1800-862-4832. There will be no arrangements for paying at the door.**

(3) AFS-634 will provide the instructor team and materials and arrange and pay for the meeting room and equipment. District offices will be contacted by AFS-634 personnel approximately 120 days in advance of the scheduled date to initiate planning for the meeting.

(4) Designated examiners should have previously completed the initial seminar to be eligible to attend the recurrent seminar.

**8. INFORMATION CURRENCY.**

**a. Any deficiencies found,** clarifications needed, or improvements to be suggested regarding the contents of this order shall be forwarded for consideration to: **FAAATTN: Pilot Examiner Standardization Section (Publications) (AFS-634);** P.O. Box 25082; Oklahoma City, OK 73125-0082. Your assistance is welcome. FAA Form 1320-19, Directive Feedback Information, is attached to this order for your convenience. If an interpretation is urgently needed, call the originating office, AFS634, for guidance at (405)954-4753. In addition, use the attached response sheet (FAA Form 1320-19) as a follow-up to verbal conversation.

**b.** Use the “Other Comments” block of FAA Form 1320-19 to provide a complete explanation of why the suggested change is necessary. However, you may correct, as necessary, a copy of the pertinent information or provide a handwritten note for consideration.

Thomas C. Accardi  
Director, Flight Standards Service

**APPENDIX 1. SCHEDULE OF PILOT EXAMINER STANDARDIZATION SEMINARS****1995**

<b>REGION</b>	<b>LOCATION</b>	<b>DATE</b>
ASW	Simuflite - Dallas, TX	Jun 7
ACE	Lincoln, NE	Jun 7
AGL	Cincinnati, OH	Jul 11
AGL	South Bend, IN	Jul 11
AGL	Indianapolis, IN	Jul 13
AGL	Chicago, IL	Jul 13
*	Oklahoma City, OK (Initial)	Jul 17-21
ANE	Boston/Bedford, MA	Jul 26
AEA	Philadelphia, PA	Aug 8
AGL	Rapid City/Fargo, ND	Aug 9
AEA	Teterboro, NJ	Aug 10
AGL	Springfield, IL	Aug 23
AEA	Charleston, WV	Sep 13
AGL	Grand Rapids, MI	Sep 13
*	Oklahoma City, OK (Initial)	Sep 18-22
AEA	Europe (Frankfurt, Germany)	Sep 27
ACE	Wichita, KS	Oct 4
ASO	San Juan, PR	Oct 4
AWP	San Jose, CA	Oct 18
ANM	Billings/Helena, MT	Oct 18
*	Oklahoma City, OK (Initial)	Nov 13-17

**\*NOTE:** The Initial Pilot Examiner Standardization Seminar is scheduled for 5 days and begins on Monday at 8 a.m. Pilot examiners scheduled to attend the initial seminar should plan to arrive in Oklahoma City on Sunday. They should plan to depart Oklahoma City no sooner than 3 p.m. on Friday. The Initial Pilot Examiner Standardization Seminars are held at motels located near the airport in Oklahoma City, Oklahoma.

## APPENDIX 1. SCHEDULE OF PILOT EXAMINER STANDARDIZATION SEMINARS

# 1996

REGION	LOCATION	DATE
*	Oklahoma City, OK (Initial)	Jan 8-12
AGL	Minneapolis, MN	Jan 17
ASO	Orlando, FL	Jan 23
*	Oklahoma City, OK	Jan 24
ASO	Orlando, FL (Flight Schools)	Jan 25
ASW	San Antonio, TX	Feb 6
ASO	Atlanta, GA	Feb 7
ASW	Houston, TX	Feb 8
ANM	Broomfield, CO	Feb 21
AWP	San Diego, CA	Mar 5
ASO	Miami, FL	Mar 6
AWP	Riverside, CA	Mar 7
*	Oklahoma City, OK (Initial)	Mar 11-15
ANM	Seattle, WA	Mar 19
ANM	Spokane, WA	Mar 21
AWP	Sacramento, CA	Apr 10
AGL	Cleveland, OH	Apr 10
ACE	Des Moines, IA	Apr 24
ANM	Salt Lake City, UT	May 7
ACE	Kansas City, MO	May 8
ANM	Boise, ID	May 9
*	Oklahoma City, OK (Initial)	May 13-17
AEA	Rochester, NY	May 22
AWP	Phoenix, AZ	May 22
ACE	St. Louis, MO	Jun 5
AEA	Harrisburgh, PA	Jun 5
AGL	Milwaukee, WI	Jun 19
ANE	Windsor Locks, CT	Jul 10
AGL	Ypsilanti, MI	Jul 10
*	Oklahoma City, OK (Initial)	Jul 15-19
ANE	Portland, ME	Jul 24
AEA	Allentown, PA	Aug 7
AEA	Farmingdale, NY	Aug 7

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**APPENDIX 1. SCHEDULE OF PILOT EXAMINER STANDARDIZATION SEMINARS****1996**

<b>REGION</b>	<b>LOCATION</b>	<b>DATE</b>
AWP	Los Angeles, CA	Aug 20
AWP	Van Nuys, CA	Aug 20
AWP	Long Beach, CA	Aug 22
ASW	Little Rock, AR	Sep 11
ASO	Winston-Salem, NC	Sep 11
ASW	Fort Worth, TX	Sep 18
AEA	Baltimore, MD	Sep 18
*	Oklahoma City, OK (Initial)	Sep 30-Oct 4
AGL	Columbus, OH	Oct 23
ASO	Jackson, MS	Oct 23
ASO	Memphis, TN	Nov 6
AWP	Honolulu, HI	Nov 6
ASW	Lubbock, TX	Nov 20
*	Oklahoma City, OK (Initial)	Dec 2-6

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## APPENDIX 1. SCHEDULE OF PILOT EXAMINER STANDARDIZATION SEMINARS

# 1997

REGION	LOCATION	DATE
AWP	Oakland, CA	Jan 8
ASW	Baton Rouge, LA	Jan 8
*	Oklahoma City, OK (Initial)	Jan 13-17
ASW	Dallas, TX	Jan 29
ASW	Albuquerque, NM	Feb 12
AAL	Anchorage, AK	Mar 4
AAL	Fairbanks, AK	Mar 6
ASO	Columbia, SC	Mar 12
*	Oklahoma City, OK (Initial)	Mar 17-21
ASO	Birmingham, AL	Mar 26
ANM	Portland/Eugene, OR	Mar 26
AWP	Reno, NV	Apr 8
AWP	Las Vegas, NV	Apr 10
AEA	Richmond, VA	Apr 15
AEA	Washington, DC	Apr 17
ASO	Nashville, TN	Apr 29
AWP	Fresno, CA	Apr 30
ASO	Louisville, KY	May 1
*	Oklahoma City, OK (Initial)	May 5-9
AEA	Albany, NY	May 14
AEA	Pittsburgh, PA	May 14
ASW	Simuflite - Dallas, TX	Jun 11
ACE	Lincoln, NE	Jun 11
AGL	Cincinnati, OH	Jul 8
AGL	South Bend, IN	Jul 8
AGL	Indianapolis, IN	Jul 10
AGL	Chicago, IL	Jul 10
*	Oklahoma City, OK (Initial)	Jul 14-18
ANE	Boston/Bedford, MA	Jul 23
AEA	Philadelphia, PA	Aug 5
AGL	Rapid City/Fargo, ND	Aug 6
AEA	Teterboro, NJ	Aug 7
AGL	Springfield, IL	Aug 20

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**APPENDIX 1. SCHEDULE OF PILOT EXAMINER STANDARDIZATION SEMINARS****1997**

<b>REGION</b>	<b>LOCATION</b>	<b>DATE</b>
AEA	Charleston, WV	Sep 10
AGL	Grand Rapids, MI	Sep 10
*	Oklahoma City, OK (Initial)	Sep 15-19
AEA	Europe (Frankfurt, Germany)	Sep 24
ACE	Wichita, KS	Oct 8
ASO	San Juan, PR	Oct 8
AWP	San Jose, CA	Oct 22
ANM	Billings/Helena, MT	Oct 22
*	Oklahoma City, OK (Initial)	Nov 17-21

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